



BOARD OF SELECTMEN
P.O. BOX 725
FITZWILLIAM, NH 03447
(603) 585-7723 Fax: (603) 585-7744
Email: fitzwilliamnh@fitzwilliam-nh.gov

BOARD MEETING MINUTES
November 21, 2019
9:00 A.M.

Selectmen Present: Daniel Baker, Robyn Bates, Charles Kenison

Guests: Robert DiLuzio, Ed Atkins, Richmond Fire Captain

Mr. Baker called the meeting to order at 9 a.m.

PRIMARY:

9:00 PUBLIC COMMENT

Ms. Bates shared that Donna Hill had mentioned that she hasn't had a pay raise in three years. Ms. Favreau shared that Cindi Beede was a stipend position as well and it hasn't been changed for a while.

Mr. Kenison made a motion to table discussion until Ms. Favreau could get additional information. Ms. Bates seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

Mr. Baker stated stipend position increases should be on the docket for consideration periodically and from a performance standpoint. Mr. Baker felt the same for Ms. Hill's position as Treasurer. Mr. Baker asked if there was more or less work with automation. Ms. Favreau shared that Ms. Hill signs less checks. Mr. Baker felt if they do a good job that should be taken into consideration.

Ms. Bates shared that Planning Board members went through 17 pages of the ordinances and did some minor tweaking based on Christine Filmore's recommendation. Ms. Favreau asked if the goal was to have all of the ordinances for Town Meeting this year. Ms. Favreau shared that January 21st was the deadline. Discussion was held on having additional work sessions, looking to Carol Ogilvie to clarify what Ms. Filmore recommended, reading the ordinances before coming in to be ready for discussion, the need to get the ordinances right from the beginning. Ms. Bates shared that Ms. Filmore had done a great job on the ordinances. Ms. Bates asked that all of the Selectmen attend the next working session or meeting.

***** APPROVAL MINUTES**

Ms. Bates made a motion to approve the minutes. Mr. Kenison seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

***** APPROVE MANIFESTS**

Ms. Bates made a motion to approve the manifests. Mr. Kenison seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

***** REVIEW SIGNATURE FOLDER – The Selectmen reviewed and signed**

***** DEMOLITION PERMIT APPLICATION**

- Map 41, Lot 12-1
- Map 23, Lot 21

Map 41, Lot 12-1 – Ms. Bates made a motion to approve the Demolition Permit for Map 41, Lot 12-1. Mr. Kenison seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

Map 23, Lot 21 – Mr. Kenison made a motion to approve the Demolition Permit subject to conditions: have an approved variance from the ZBA before a Construction Permit Application would be issued. Ms. Bates seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

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9:15 NON-PUBLIC SESSION – RSA 91-A:3 II(a) MEET WITH DEPUTY TAX COLLECTOR

At 9:19 a.m. Ms. Bates made a motion to go into non-public session under RSA 91-A:3 II(e). Mr. Kenison seconded and the motion passed 3-0. Roll Call vote: Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes.

At 9:38 a.m. Ms. Bates made a motion to leave non-public session and seal the minutes as disclosure would adversely affect the reputation of the person other than a member of the board. Mr. Kenison seconded and the motion passed 3-0. Roll Call vote: Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes.

9:45 MEET WITH ROB DILUZIO

Robert DiLuzio, Acting Fire Chief Adam Dubriske, FireWard, Edwin Mattson, Jr. and Richmond Fire Captain, Ed Atkins, met with the Selectmen to discuss ambulance service. Mr. Baker asked Mr. DiLuzio for his thoughts on how things would work. Acting Fire Chief Dubriske asked if the rumor was true, that DiLuzio Ambulance service was done after January 2020. Mr. DiLuzio stated that not as he knows of and he noted that this rumor goes around every couple of years. Mr. DiLuzio shared that they are using a loaner ambulance at the present time. Mr. Baker mentioned the multi-town collaboration and trying to establish an agreement with Fitzwilliam and to add a clause of an agreement with other towns. Mr. DiLuzio shared that he looked at the numbers of guaranteed payment, which was \$3,000 a month for three months. Mr. DiLuzio figured the agreement for six months at \$4,500 per month. Mr. DiLuzio mentioned that he had the contract with him if the Selectmen wanted to sign it. Mr. DiLuzio took all of the guaranteed payment language out. The terms are for six months, either party could cancel with a 60 day notice. The agreement would be October to March. Mr. Baker and Ms. Bates mentioned that there was no way to be up and running by March and the Selectmen would like the contract for a year. Mr. Mattson, Jr. stated the need to go to Town Meeting. Acting Fire Chief Dubriske looked at different options. The Fitzwilliam run cards were changed to include Richmond's EMTs and he (Dubriske) mentioned that the ultimate goal was to get EMS service in Fitzwilliam. Acting Fire Chief Dubriske asked if open to some day time coverage and noted that pieces were starting to come together. Acting Fire Chief Dubriske felt that they were definitely gaining and he felt confident coming out of last week's meetings. Personnel have started to come together. Ms. Bates asked what his (Dubriske) ideas were. Acting Fire Chief Dubriske wanted to utilize the three town's personnel and getting dispatch to understand how to tone. The common theme for local ambulance services was to be house in Fitzwilliam – locally. Discussion was held on professional staff, volunteer, canceling DiLuzio on some calls, and utilizing Troy.

Mr. DiLuzio reviewed the calls for October and November: October – 13 transports, 10 no transport, 5 cancelled by Troy; through November 20th – 2 transports, 10 no transports and 6 cancelled by Troy.

Mr. Kenison asked if paramedic was another contract. Mr. DiLuzio stated that it needed to be figured out. Mr. DiLuzio noted that if Troy comes to Fitzwilliam and DiLuzio rides, need to figure out how to handle. The current contract could be renegotiated to back up ambulance and for paramedic intercept. Acting Fire Chief Dubriske stated that intercept would need to stay. It was noted that contracts years ago were to help out maybe once a month but now it's all towns. Discussion was held on how things would work – if contract as ambulance, or answer call as paramedic becomes paramedic service. Mr. DiLuzio explained how the current contract would work. Mr. DiLuzio also explained the old contract and collection fees. Acting Fire Chief Dubriske asked if Fitzwilliam would be billed when Troy answered the call. Mr. DiLuzio explained that it was Fitzwilliam's call. Mr. DiLuzio shared that each town has access to their database to pull down reports. Discussion was held on the flat rate six month contract on the table, new to equation more of a collaboration with 3 towns and more EMT service from Richmond and Troy – may not feel we'll need that much of a comprehensive contract with DiLuzio. This was how Acting Fire Chief Dubriske felt. Fire Captain Atkins stated we were in the very beginning stages with putting together a tri-town and we won't see any results of that until March. Ms. Bates asked what that does to the DiLuzio and the Town equation. Acting Fire Chief Dubriske stated DiLuzio gets paid for the transport. Mr. DiLuzio stated that only one could be paid for a call. Mr. Baker stated that the six month contract would work for DiLuzio.

Mr. Baker stated he didn't mind the additional cost if the service was better and it was fifteen minutes to answer a call and not twenty-five minutes. Fire Captain Atkins stated he was attending the meeting this morning because of the rumor. Mr. DiLuzio stated there was no plans and no one has contacted them to purchase DiLuzio. Mr. DiLuzio shared the meetings that were coming up were to discuss services that he was providing to the City of Keene, transports from Dartmouth (Cheshire) Hospital. Mr. DiLuzio shared that every town that they have worked with, they would give plenty of notice. They respect the towns and their employees to make sure there would be no negative impact.

Mr. Baker asked if it made sense to have the cost of paramedic intercept language added. Mr. DiLuzio would add the language and send to Ms. Favreau. Mr. Kenison and Ms. Bates felt it was a pretty fair price.

The Selectmen would sign once received.

Acting Fire Chief Dubriske shared that the ambulance crew was working towards answering more calls and cancelling DiLuzio in a reasonable amount of time. Fire Captain Atkins shared that there was a lot more communication between the three towns

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than ever before. Acting Fire Chief Dubriske stated it was working. Mr. Kenison asked if Mr. DiLuzio would write the presentation on the collaboration. Mr. DiLuzio agreed to do. Mr. DiLuzio shared how the costs were billed out. Mr. Kenison asked if Acting Fire Chief Dubriske could get Troy Fire Department's numbers. Mr. DiLuzio started looking at collaborative numbers to present and he would reach out to Fire Chief Mark Huntoon in Troy.

Ms. Bates asked Acting Fire Chief Dubriske to put an update in the newsletter to update residents on what's happening with the ambulance and information on the three town collaboration. Ms. Favreau shared that she would put this information on the website.

The Selectmen thanked Mr. DiLuzio for meeting with them.

Acting Fire Chief Dubriske shared with the Selectmen that they (Fitzwilliam, Troy, & Richmond) are doing something and they are the leaders in this effort. Everyone was looking at the three towns to see how the collaboration would work. A three town collaboration is unheard of. Mr. Baker noted that when you consider the service being provided, it would go a long way. Discussion was held on response times and the mentality of time versus cost, rescue versus EMS, would a three town collaboration work, officers in town's being able to make decisions, the number of EMTs/AMTs coming out of Troy, having personnel in the evenings, changing run cards, centralizing an ambulance would need equalized revenue, getting a direction on where we're heading with the collaboration, having good coverage on a midnight call, options for bringing in other towns should Richmond decide not to participate and 7 am to 5 pm being an uncertain time for coverage. Mr. Kenison asked if Acting Fire Chief Dubriske has started to create a list of EMS personnel that could be hired on a per diem basis. Acting Fire Chief Dubriske stated that he hasn't and explained that the general EMS pool works everywhere. EMS personnel work different shifts.

***** REVIEW LEGAL BILL**

The Selectmen reviewed.

Ms. Bates made motion to approve invoice. Mr. Kenison seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

Ms. Favreau shared that a bill for review of ordinances was received and billed to Land Use. Mr. Kenison suggested that the Selectmen meet with the Planning Board to ask them to look at those that are problematic for the Town and out of alignment with State RSAs. Ms. Favreau would contact Carol Ogilvie to get on the Planning Board's Agenda to discuss the status of the ordinances.

***** DISCUSS EXPERT HIRING – SOLAR PROJECT**

Discussion was held on the cost of an economist (\$25,000) and the process to determine the projects value for the PILOT. Mr. Kenison would like to get additional quotes. Mr. Baker suggested having Avitar give an estimate.

Mr. Baker would like to talk with Mark Stetson from Avitar and get back with Attorney Manzelli. Ms. Favreau would let Attorney Manzelli know that the Selectmen were tabling.

***** DISCUSS REVIEW OF SCHOOL STUDENT LIST**

Ms. Favreau shared that in years past that the Police Chief verified the list. It was suggested that Officer Daniel Moore review the elementary student list with the Principal.

***** DISCUSS LETTER FOR 1772 FOUNDATION GRANT**

Ms. Favreau shared that the first step was to write a letter of intent. The Selectmen reviewed and asked for additional language noting the plan.

Ms. Bates made a motion to approve the letter of intent as edited. Mr. Kenison seconded. Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes. Approved – 3-0

***** NON-PUBLIC SESSION – RSA 91-A:3 II(b) – Hiring – Recreation Department**

At 11:08 a.m. Mr. Kenison made a motion to go into non-public session under RSA 91-A:3 II(b). Ms. Bates seconded and the motion passed 3-0. Roll Call vote: Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes.

At 11:09 p.m. Mr. Kenison made a motion to leave non-public session and seal the minutes as disclosure would adversely affect the reputation of the person other than a member of the board. Ms. Bates seconded and the motion passed 3-0. Roll Call vote: Mr. Baker – Yes, Ms. Bates - Yes, Mr. Kenison - Yes.

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- *** **BUDGETS – REVIEW**
- Supervisors of the Checklist
 - Tax Collector
 - Conservation Commission

ON-GOING BUSINESS:

- *** **STEEPLE PROJECT**
- *** **PRIME WETLANDS PROJECT**
- *** **AMBULANCE SERVICE**
- *** **SOLAR**

The Selectmen agreed not to have a meeting next week.

Mr. Baker discussed stipend positions and getting information on what has occurred. Ms. Favreau suggested that the Recreation Commission meet with the Selectmen to discuss the recreation program. Discussion was held on getting information from other town on how they handle their treasurer position. It was noted that recreation staff were stipend positions as well.

INFORMATION

- **GROUNDWATER CONTAMINATION – MEADOWOODD ASSEMBLY HALL**
- **ACCEPTANCE OF SHORELAND APPLICATION -74 KEENE AVE**
- **CHAPTER 53-Municipality agreements**

Meeting Schedule:

9:00 a.m. - Thursday, November 7, 2019
7:00 p.m. - Wednesday, November 13, 2019
9:00 a.m. - Thursday, November 21, 2019

Ms. Bates made a motion to adjourn the meeting at 11:09 p.m. Mr. Kenison seconded and the motion passed. 3-0

Submitted by:

Sheryl White
Secretary to the Board of Selectmen

Daniel Baker, Chairman

Robyn Bates

Charles Kenison
Board of Selectmen